

NIH Announces New Address for Centralized Receipt of Progress Reports Due on/after October 1, 2004

Notice Number: NOT-OD-04-063

Key Dates

Release Date: September 2, 2004

Issued by

National Institutes of Health (NIH), (<http://www.nih.gov/>)

As NIH continues towards its goal of end-to-end electronic research administration, business practices are being revised to improve efficiency and service to the grantee community. This Notice updates Notice [OD-04-054](#) published July 23, 2004. As stated in that Notice, effective with non-competing progress reports due on/after October 1, 2004, NIH is centralizing receipt and initial processing of all NIH non-competing progress reports.

The new centralized mailing address for all NIH Institutes/Centers (IC) is now:

Division of Extramural Activities Support, OER

National Institutes of Health

6705 Rockledge Drive, Room 2207, MSC 7987

Bethesda, MD 20892-7987 (for regular or US Postal Service Express mail)

Bethesda, MD 20817 (for other courier/express mail delivery only)

Phone Number: (301) 594-6584

Reminders:

1) This new business process affects only non-competing progress reports currently mailed directly to NIH ICs. It does NOT change the Center for Scientific Review mailing address used for all new and competing grants nor that process.

2) This change is only for progress reports received by NIH ICs. Progress reports for grants to other DHHS agencies that use the PHS2590 or the 416-9 should continue to use the mailing addresses noted for those agencies.

For additional information concerning this change see Notice [OD-04-054](#) or contact:

Office of Policy for Extramural Research Administration

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National Institutes of Health

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